# CERTIFIED MAIL RETURN RECEIPT REQUESTED

Albert P. Lospinoso, President Revere Smelting 1111 W. Mockingbird Lane Dallas, Texas 75247

Re:

Request for Information Under 42 U.S.C. §9601 et seq. Diamond Alkali Superfund Site, Passaic River Study Area

### Dear Sir:

The United States Environmental Protection Agency ("EPA") is investigating the presence of hazardous substances in the sediments of the Passaic River. EPA is charged with responding to the release and/or threatened release of hazardous substances, pollutants and contaminants into the environment and with enforcement responsibilities under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended ("CERCLA"), 42 U.S.C. §9601 et seq.

In this "Request for Information", EPA requests information concerning the nature and quantity of certain materials (hazardous substances and hazardous waste, as those terms are defined in Section 101(14) of CERCLA, 42 U.S.C. §9601(14), and Section 1004 of RCRA, 42 U.S.C. §6903 respectively) which may have been generated, treated, stored, or disposed at your facility located at 383 Avenue P in Newark, New Jersey. EPA makes its request pursuant to Section 104 of CERCLA, 42 U.S.C. §9604.

Pursuant to these statutory provisions, EPA hereby requires that you provide the information requested in Attachment A of this letter, and include, as required, the "Certification of Answers to Request for Information," with your notarized signature.

In preparing your response to this "Request for Information," please follow the instructions provided in Attachment B. Your response to this "Request for Information" should be postmarked or received by EPA within thirty (30) calendar days of your receipt of this letter. Your response should be mailed to:

ORC 91996 ERRD ERRD ERRD WAGNER RICHMAN HAUPTMAN VAUGHN McCABE

**ERRD** CASPE

843350001

Mr. Lance R. Richman, P.G. Emergency and Remedial Response Division U.S. Environmental Protection Agency 290 Broadway, 19th Floor New York, New York 10007-1866

with a copy to Ms. Amelia Wagner, Assistant Regional Counsel, Office of Regional Counsel, 17th Floor, at the same address.

Your failure to respond to this "Request for Information" within the time specified above may subject you to an enforcement action under Section 104(e)(5) of CERCLA, 42 U.S.C. §9604(e)(5). An enforcement action may include the assessment of penalties of up to \$25,000 for each day of continued noncompliance.

Be advised that you are under a continuing obligation to supplement your response if information not known or not available to you as of the date of submission of your response should later become known or available. If at any time in the future you obtain or become aware of additional information and/or find that any portion of the submitted information is false, misleading or misrepresents the truth, you must promptly notify EPA. If any part of your response is found to be untrue, you may be subject to criminal prosecution.

If desired, you may assert a business confidentiality claim covering all or part of the information requested by this letter. The claim must be supported by each of the four factors specified in Section 104(e)(7)(E) of CERCLA, 42 U.S.C. §9604(e)(7)(E), and must be asserted at the time of submission, by placing on (or attaching to) the information a cover sheet, stamped or typed legend, or other suitable form of notice employing language such as "trade secret", or "proprietary", or "company confidential". Information covered by such a claim will be disclosed by EPA only to the extent and by means of procedures set forth in Title 40 C.F.R. Part 2, Subpart B. If no such claim accompanies the information when it is received by EPA, it may be made available to the public by EPA without further notice to you.

If you have any questions concerning this "Request for Information," please contact Mr. Richman, of my staff, at (212)637-4409 or Ms. Wagner at (212)637-3141. Inquiries from attorneys should be directed to Ms. Wagner. Your cooperation is appreciated.

Sincerely yours,

Richard L. Caspe, Director Emergency and Remedial Response Division

Enclosures

# CERTIFICATION OF ANSWERS TO REQUEST FOR INFORMATION

State of _	<u> </u>	
County of	:	
and am far (response submitted individual information accurate, are complete aware that information I am also to supplete any addition	ete and authentic unless oth t there are significant pend on, including the possibility	submitted in this document tion) and all documents my inquiry of those for obtaining the itted information is true, documents submitted herewith nerwise indicated. I am alties for submitting false by of fine and imprisonment. Inder a continuing obligation request for Information if to the matters addressed in company's response thereto
	NAME (print or type)	
	TITLE (print or type)	
	SIGNATURE	
	Sworn to before me this day of , 19	
	Notary Public	

### ATTACHMENT A

### REQUEST FOR INFORMATION

## Background

The United States Environmental Protection Agency ("EPA") is investigating the release of hazardous substances into the Passaic River. EPA has information indicating that hazardous substances from your facility located at 383 Avenue P in Newark, New Jersey may have been discharged into the Passaic River.

Please provide the information requested below, including copies of all available documentation that supports your answers.

- 1) How long has your company operated at the facility designated above? If your company no longer operates at this facility, during what years did your company operate at the facility?
- 2) a) Does your company have or has it in the past had a permit or permits issued pursuant to the Resource Conservation and Recovery Act, 42 U.S.C. §6901 et seq.? If "yes", please provide the years that your company held such a permit and its EPA Identification Number.
- b) Does your company have or has it in the past had a permit or permits issued pursuant to the Federal Water Pollution Control Act, 33 U.S.C. § 1251, et seq.? If "yes", please provide the years that your company held such a permit.
- 3) Did your company receive, utilize, manufacture, discharge, release, store or dispose of any materials containing the following substances:

-

		Yes	No
Mercury	•		
Nickel Silver			
Zinc			
Cyanide			

- 4) a) Provide a description of the manufacturing processes for which all hazardous substances, including, but not limited to, the substances listed in response to item (3), were a product or by-product.
- b) During what parts of the manufacturing processes identified in the response to items (4)(a), above, were hazardous substances, including, but not limited to, the substances listed in response to item (3), generated?
  - i) Describe the chemical composition of these hazardous substances.
  - ii) For each process, what amount of hazardous substances was generated per volume of finished product?
  - iii) Were these hazardous substances combined with wastes from other processes? If so, wastes from what processes?
- 5) Describe the methods of collection, storage, treatment, and disposal of all hazardous substances, including, but not limited to, the substances listed in response to item (3) and (4). Include information on the following:
- a) Identify all persons who arranged for and managed the processing, treatment, storage and disposal of hazardous substances.
- b) If hazardous substances were taken off-site by a hauler or transporter, provide the names and addresses of the waste haulers and the disposal site locations.
- c) Describe <u>all</u> storage practices employed by your company with respect to all hazardous substances from the time operations commenced until the present. Include all on-site and off-site storage activities.
- i) If drums were stored outside, were the drums stored on the ground or were they stored on areas that had been paved with asphalt or concrete? Please provide a complete description of these storage areas.

- ii) When drums were stored outside, were empty drums segregated from full drums?
- d) What processes do you use to treat your waste? What do you do with the waste after it is treated?
- 6) a) For process waste waters generated at the facility which contained any hazardous substances, including, but not limited to, the substances listed in response to item (3) and (4):
  - i) Was the waste stream discharged into a sanitary sewer and if so, during what years?
  - ii) Were they treated before being discharged to the sanitary sewer and if so, how? Please be specific.
  - iii) If the waste waters were not discharged to the sanitary sewer, where were they disposed and during what years?
  - iv) Please provide the results of any analyses performed on any waste process streams generated at the facility.
- b) For floor drains or other disposal drains at the facility:
  - i) Did the drains connect to a sanitary sewer and if so, during what years?
  - ii) If the floor drains or other disposal drains at the facility were not discharged to the sanitary sewer, where did they discharge and during what years?
  - c) i) Did any storm sewers, catch basins or lagoons exist at any time at the facility and if so, during what years?
    - ii) If catch basins or lagoons existed, were they lined or un-lined?
    - iii) What was stored in the lagoons?
    - iv) Where was the discharge from any of these structures released and during what years? Was this discharge treated before its release and if so, how and during what years? What was the chemical composition of any waste waters released, and during which years?
- d) EPA has information regarding the existence of a 10-inch concrete pipe that extended from your facility to Plum Creek.

Please provide details about the system for which this is the discharge outlet and the nature and the composition of the material that was discharged through it.

- e) Please supply diagrams of any waste water collection, transport or disposal systems on the property.
- 7) a) For each hazardous substance, including, but not limited to, the substances listed in response to item (3) or identified in the responses to item (4), above, provide the total amount generated during the operation of the facility on an annual basis.
- b) Were any hazardous substances, including, but not limited to, the substances listed in response to item (3) or identified in the responses to item (4), above, disposed of or discharged into the Passaic River or a tributary to the Passaic River, including, but not limited to, Plum Creek? If yes, identify the hazardous substances, estimate the amount of material discharged to or disposed of in the Passaic River and the frequency with which this discharge or disposal occurred. Also please include any sampling of the river which you might have done after any discharge or disposal.
- 8) a) Please identify any leaks, spills, explosions, fires or other incidents of accidental material discharge that occurred at the facility during which or as a result of which any hazardous substances, including, but not limited to, the substances listed in response to item (3) or (4), were released on the property, into the waste water or storm drainage system at the facility or to the Passaic River. Provide any documents or information relating to these incidents, including the ultimate disposal of any contaminated materials.
- b) Please provide the results of any sampling of the soil, water, air or other media after any such incident and before and after clean-up. Please provide in this information all sampling performed for or by NJDEP.
- 9) a) Was your facility ever subject to flooding. If so, was the flooding due to:
  - i) overflow from sanitary or storm sewer back-up, and/or
  - ii) flood overflow from the Passaic River?
- b) Please provide the date and duration of each flood event.
- 10) a) Please provide a detailed description of any civil, criminal or administrative proceedings against your company for

violations of any local, State or federal laws or regulations relating to water pollution or hazardous waste generation, storage, transport or disposal. Provide copies of all pleadings and depositions or other testimony given in these proceedings.

- b) Please provide a copy of the Administrative Order to Abate Water Pollution, dated August 15, 1969, issued to Revere Smelting and Refining Company. Provide details relating to the violations leading to the issuance of this Order and all steps taken to eliminate the violations.
- 11) Provide a copy of each document which relates to the generation, purchase, use, handling, hauling, and/or disposal of all hazardous substances, including, but not limited to, the substances listed in response to item (3) or (4). If you are unable to provide a copy of any document, then identify the document by describing the nature of the document (e.g. letter, file memo, invoice, inventory form, billing record, hazardous waste manifest, etc.). Describe the relevant information contained therein. Identify by name and job title the person who prepared the document. If the document is not readily available, state where it is stored, maintained, or why it is unavailable.
- 12) a) Did you or anyone else sample the soil, ground water, surface water, ambient air or other environmental media at the facility for purposes other than those identified in questions above?
- b) If so, please provide all other documents pertaining to the results of these analyses.
- 13) a) Has your company owned the facility at the location designated above? If so, from whom did your company purchase the property and in what year? If your company subsequently sold the property, to whom did your company sell it and in what year? Please provide copies of any deeds and documents of sale.
- b) If your company did not own the facility, from whom did your company rent the facility and for what years? Please provide copies of any rental agreements.
- c) To the extent that you know, please provide the names of all parties who owned or operated the facility during the period from 1940 through the present. Describe the relationship, if any, of each of those parties with your company.
- 14) Answer the following questions regarding your business or company. In identifying a company that no longer exists, provide all the information requested, except for the agent for service of process. If your company did business under more than one name, list each name.

- a) State the legal name of your company.
- b) State the name and address of the president or the chairman of the board, or other presiding officers of your company.
- c) Identify the state of incorporation of your company and your company's agent for service of process in the state of incorporation and in New Jersey.
- d) Provide a copy of your company's "Certificate of Incorporation" and any amendments thereto.
- e) If your company is a subsidiary or affiliate of another company, or has subsidiaries, or is a successor to another company, identify these related companies. For each related company, describe the relationship to your company; indicate the date and manner in which each relationship was established.
- f) Identify any predecessor organization and the dates that such company became part of your company.
- g) Identify any other companies which were acquired by your company or merged with your company.
- h) Identify the date of incorporation, state of incorporation, agents for service of process in the state of incorporation and New Jersey, and nature of business activity, for each company identified in the responses to items (14)(e), (f), and (g), above.
- i) Identify all previous owners or parent companies, address(es), and the date change in ownership occurred.
- 15) Provide the name, address, telephone number, title and occupation of the person(s) answering this "Request for Information" and state whether such person(s) has personal knowledge of the responses. In addition, identify each person who assisted in any way in responding to the "Request for Information" and specify the question to which each person assisted in responding. Please include the names and addresses of former employees who were contacted to respond to any of the questions.

#### ATTACHMENT B

### INSTRUCTIONS FOR RESPONDING TO REQUEST FOR INFORMATION

- 1. A complete separate response must be made to each individual question in this "Request for Information".
- 2. Precede each answer with the number of the question to which it is addressed.
- 3. In preparing your response to each question, consult with all current or former employees and agents of your company who may be familiar with the matter to which the question pertains.
- 4. Interpret "and" as well as "or" to include within the scope of the question as much information as possible. If two interpretations of a question are possible, use the one that provides more information.
- 5. If you are unable to give a detailed and complete answer or to provide any of the information or documents requested, indicate the reasons for your inability to do so.
- 6. If you have reason to believe that an individual other than one employed by your company may be able to provide additional details or documentation in response to any question, state that person's name, last known address, phone number and the reasons for your belief.
- 7. For each document produced in response to this "Request for Information", indicate on the document, or in some other reasonable manner, the number of the question to which it applies.
- 8. If anything is deleted from a document produced in response to this "Request for Information", state the reason for, and the subject matter of, the deletion.
- 9. Provide all documents that relate to each question. If a document is requested but is not available, state the reason for its unavailability. In addition, to the best of your ability, identify any such document by author, date, subject matter, number of pages, and all recipients and their addresses.
- 10. As used herein "relate to" or "relating to" means constituting, defining, containing, embodying, reflecting, identifying, stating, referring to, dealing with, or in any way pertaining to. "Document" as used herein means any recording of information in tangible form, including memoranda, handwritten notes, invoices, checks, manifests, tape recordings, computer databases, or any tangible or physical objects however produced or reproduced upon which words or other information "are affixed

or recorded or from which by appropriate transcription written matter or a tangible thing may be produced.

- 11. Whenever in this "Request for Information" there is a request to identify a person or an entity other than a person, state the person or entity's full name, last known employment, present or last known home address, and telephone number.
- 12. As used herein, the term "facility," "hazardous substance," "person," and "release" shall have the meaning set forth in Section 101(9), (14), (21) and (22) of CERCLA, 42 U.S.C. §9601(9), (14), (21), and (22), respectively.
- 13. In answering these questions, every source of information to which you have access should be consulted, regardless of whether the source is in your immediate possession or control. All documents or other information, including records of all types of manufacturing, treatment, transportation or disposal operations, in your possession or in the possession of the Corporation should be consulted. If you do not have access to certain information and/or documents, state the nature of this information and/or documents, and indicate in whose possession they can be found.

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# UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

REGION 2 290 BROADWAY NEW YORK, NY 10007-1866

AUG 20 1996

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Albert P. Lospinoso, President Revere Smelting 1111 W. Mockingbird Lane Dallas, Texas 75247

Re:

Request for Information Under 42 U.S.C. §9601 <u>et seq.</u>
Diamond Alkali Superfund Site, Passaic River Study Area

Dear Sir

The United States Environmental Protection Agency ("EPA") is investigating the presence of hazardous substances in the sediments of the Passaic River. EPA is charged with responding to the release and/or threatened release of hazardous substances, pollutants and contaminants into the environment and with enforcement responsibilities under the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended ("CERCLA"), 42 U.S.C. §9601 et seq.

In this "Request for Information", EPA requests information concerning the nature and quantity of certain materials (hazardous substances and hazardous waste, as those terms are defined in Section 101(14) of CERCLA, 42 U.S.C. §9601(14), and Section 1004 of RCRA, 42 U.S.C. §6903 respectively) which may have been generated, treated, stored, or disposed at your facility located at 383 Avenue P in Newark, New Jersey. EPA makes its request pursuant to Section 104 of CERCLA, 42 U.S.C. §9604.

Pursuant to these statutory provisions, EPA hereby requires that you provide the information requested in Attachment A of this letter, and include, as required, the "Certification of Answers to Request for Information," with your notarized signature.

In preparing your response to this "Request for Information," please follow the instructions provided in Attachment B. Your response to this "Request for Information" should be postmarked or received by EPA within thirty (30) calendar days of your receipt of this letter. Your response should be mailed to:

843350012

Mr. Lance R. Richman, P.G. Emergency and Remedial Response Division U.S. Environmental Protection Agency 290 Broadway, 19th Floor New York, New York 10007-1866

with a copy to Ms. Amelia Wagner, Assistant Regional Counsel, Office of Regional Counsel, 17th Floor, at the same address.

Your failure to respond to this "Request for Information" within the time specified above may subject you to an enforcement action under Section 104(e)(5) of CERCLA, 42 U.S.C. §9604(e)(5). An enforcement action may include the assessment of penalties of up to \$25,000 for each day of continued noncompliance.

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If desired, you may assert a business confidentiality claim covering all or part of the information requested by this letter. The claim must be supported by each of the four factors specified in Section 104(e)(7)(E) of CERCLA, 42 U.S.C. §9604(e)(7)(E), and must be asserted at the time of submission, by placing on (or attaching to) the information a cover sheet, stamped or typed legend, or other suitable form of notice employing language such as 'trade secret", or "proprietary", or "company confidential". Information covered by such a claim will be disclosed by EPA only to the extent and by means of procedures set forth in Title 40 C.F.R. Part 2, Subpart B. If no such claim accompanies the information when it is received by EPA, it may be made available to the public by EPA without further notice to you.

If you have any questions concerning this "Request for Information," please contact Mr. Richman, of my staff, at (212)637-4409 or Ms. Wagner at (212)637-3141. Inquiries from attorneys should be directed to Ms. Wagner. Your cooperation is appreciated.

Sincerely yours,

Richard L. Caspe, Director

Emergency and Remedial Response Division

Enclosures

# CERTIFICATION OF ANSWERS TO REQUEST FOR INFORMATION

State of
County of:
I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document (response to EPA Request for Information) and all documents submitted herewith, and that based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the submitted information is true, accurate, and complete, and that all documents submitted herewith are complete and authentic unless otherwise indicated. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. I am also aware that my company is under a continuing obligation to supplement its response to EPA's Request for Information if any additional information relevant to the matters addressed in EPA's Request for Information or the company's response thereto should become known or available to the company.
NAME (print or type)
TITLE (print or type)
SIGNATURE
Sworn to before me this day of , 19_
Notary Public

## ATTACHMENT A

## REQUEST FOR INFORMATION

# **Background**

The United States Environmental Protection Agency ("EPA") is investigating the release of hazardous substances into the Passaic River. EPA has information indicating that hazardous substances from your facility located at 383 Avenue P in Newark, New Jersey may have been discharged into the Passaic River.

Please provide the information requested below, including copies of all available documentation that supports your answers.

- 1) How long has your company operated at the facility designated above? If your company no longer operates at this facility, during what years did your company operate at the facility?
- a) Does your company have or has it in the past had a permit or permits issued pursuant to the Resource Conservation and Recovery Act, 42 U.S.C. §6901 et seq.? If "yes", please provide the years that your company held such a permit and its EPA Identification Number.
- b) Does your company have or has it in the past had a permit or permits issued pursuant to the Federal Water Pollution Control Act, 33 U.S.C. § 1251, et seq.? If "yes", please provide the years that your company held such a permit.
- 3) Did your company receive, utilize, manufacture, discharge, release, store or dispose of any materials containing the following substances:

	Yes	No
2,3,7,8 tetrachlorodibenzo-p-dioxin		
or other dioxin compounds		
Acids	4377	
If "yes", please list specific acids.		
Benzene		
Chlorides		
If "yes," please specify the compound.		
Ethyl benzene		
Polyaromatic Hydrocarbons		
If "yes", please list specific compounds.		
Toluene		
Xylene		
PCBs		
Arsenic		
Cadmium		
Chromium		******
Copper		
Lead		

	Yes	No
Mercury		
Nickel		
Silver		
Zinc		
Cyanide		

- 4) a) Provide a description of the manufacturing processes for which all hazardous substances, including, but not limited to, the substances listed in response to item (3), were a product or by-product.
- b) During what parts of the manufacturing processes identified in the response to items (4)(a), above, were hazardous substances, including, but not limited to, the substances listed in response to item (3), generated?
  - i) Describe the chemical composition of these hazardous substances.
  - ii) For each process, what amount of hazardous substances was generated per volume of finished product?
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- 5) Describe the methods of collection, storage, treatment, and disposal of all hazardous substances, including, but not limited to, the substances listed in response to item (3) and (4). Include information on the following:
- a) Identify all persons who arranged for and managed the processing, treatment, storage and disposal of hazardous substances.
- b) If hazardous substances were taken off-site by a hauler or transporter, provide the names and addresses of the waste haulers and the disposal site locations.
- c) Describe <u>all</u> storage practices employed by your company with respect to all hazardous substances from the time operations commenced until the present. Include all on-site and off-site storage activities.
- i) If drums were stored outside, were the drums stored on the ground or were they stored on areas that had been paved with asphalt or concrete? Please provide a complete description of these storage areas.
- ii) When drums were stored outside, were empty drums segregated from full drums?

- d) What processes do you use to treat your waste? What do you do with the waste after it is treated?
- 6) a) For process waste waters generated at the facility which contained any hazardous substances, including, but not limited to, the substances listed in response to item (3) and (4):
  - i) Was the waste stream discharged into a sanitary sewer and if so, during what years?
  - ii) Were they treated before being discharged to the sanitary sewer and if so, how? Please be specific.
  - iii) If the waste waters were not discharged to the sanitary sewer, where were they disposed and during what years?
  - iv) Please provide the results of any analyses performed on any waste process streams generated at the facility.
  - b) For floor drains or other disposal drains at the facility.
    - i) Did the drains connect to a sanitary sewer and if so, during what years?
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  - c) i) Did any storm sewers, catch basins or lagoons exist at any time at the facility and if so, during what years?
    - ii) If catch basins or lagoons existed, were they lined or un-lined?
    - iii) What was stored in the lagoons?
    - iv) Where was the discharge from any of these structures released and during what years? Was this discharge treated before its release and if so, how and during what years? What was the chemical composition of any waste waters released, and during which years?
- d) EPA has information regarding the existence of a 10-inch concrete pipe that extended from your facility to Plum Creek. Please provide details about the system for which this is the discharge outlet and the nature and the composition of the material that was discharged through it
- e) Please supply diagrams of any waste water collection, transport or disposal systems on the property.

- 7) a) For each hazardous substance, including, but not limited to, the substances listed in response to item (3) or identified in the responses to item (4), above, provide the total amount generated during the operation of the facility on an annual basis.
- b) Were any hazardous substances, including, but not limited to, the substances listed in response to item (3) or identified in the responses to item (4), above, disposed of or discharged into the Passaic River or a tributary to the Passaic River, including, but not limited to, Plum Creek? If yes, identify the hazardous substances, estimate the amount of material discharged to or disposed of in the Passaic River and the frequency with which this discharge or disposal occurred. Also please include any sampling of the river which you might have done after any discharge or disposal.
- a) Please identify any leaks, spills, explosions, fires or other incidents of accidental material discharge that occurred at the facility during which or as a result of which any hazardous substances, including, but not limited to, the substances listed in response to item (3) or (4), were released on the property, into the waste water or storm drainage system at the facility or to the Passaic River. Provide any documents or information relating to these incidents, including the ultimate disposal of any contaminated materials.
- b) Please provide the results of any sampling of the soil, water, air or other media after any such incident and before and after clean-up. Please provide in this information all sampling performed for or by NJDEP.
- 9) a) Was your facility ever subject to flooding. If so, was the flooding due to:
  - i) overflow from sanitary or storm sewer back-up, and/or
  - ii) flood overflow from the Passaic River?
  - b) Please provide the date and duration of each flood event.
- 10) a) Please provide a detailed description of any civil, criminal or administrative proceedings against your company for violations of any local, State or federal laws or regulations relating to water pollution or hazardous waste generation, storage, transport or disposal. Provide copies of all pleadings and depositions or other testimony given in these proceedings.
- b) Please provide a copy of the Administrative Order to Abate Water Pollution, dated August 15, 1969, issued to Revere Smelting and Refining Company. Provide details relating to the violations leading to the issuance of this Order and all steps taken to eliminate the violations.
- Provide a copy of each document which relates to the generation, purchase, use, handling, hauling, and/or disposal of all hazardous substances, including, but not limited to, the substances listed in response to item (3) or (4). If you are unable to provide a copy of any document, then identify the document by describing the nature of the document (e.g. letter, file memo, invoice, inventory form, billing record, hazardous waste manifest, etc.). Describe the

relevant information contained therein. Identify by name and job title the person who prepared the document. If the document is not readily available, state where it is stored, maintained, or why it is unavailable.

- 12) a) Did you or anyone else sample the soil, ground water, surface water, ambient air or other environmental media at the facility for purposes other than those identified in questions above?
  - b) If so, please provide all other documents pertaining to the results of these analyses.
- a) Has your company owned the facility at the location designated above? If so, from whom did your company purchase the property and in what year? If your company subsequently sold the property, to whom did your company sell it and in what year? Please provide copies of any deeds and documents of sale.
- b) If your company did not own the facility, from whom did your company rent the facility and for what years? Please provide copies of any rental agreements.
- c) To the extent that you know, please provide the names of all parties who owned or operated the facility during the period from 1940 through the present. Describe the relationship, if any, of each of those parties with your company.
- 14) Answer the following questions regarding your business or company. In identifying a company that no longer exists, provide all the information requested, except for the agent for service of process. If your company did business under more than one name, list each name.
  - a) State the legal name of your company.
  - b) State the name and address of the president or the chairman of the board, or other presiding officers of your company.
  - c) Identify the state of incorporation of your company and your company's agent for service of process in the state of incorporation and in New Jersey.
  - d) Provide a copy of your company's "Certificate of Incorporation" and any amendments thereto.
  - e) If your company is a subsidiary or affiliate of another company, or has subsidiaries, or is a successor to another company, identify these related companies. For each related company, describe the relationship to your company; indicate the date and manner in which each relationship was established.
  - f) Identify any predecessor organization and the dates that such company became part of your company.

- g) Identify any other companies which were acquired by your company or merged with your company.
- h) Identify the date of incorporation, state of incorporation, agents for service of process in the state of incorporation and New Jersey, and nature of business activity, for each company identified in the responses to items (14)(e), (f), and (g), above.
- i) Identify all previous owners or parent companies, address(es), and the date change in ownership occurred.
- 15) Provide the name, address, telephone number, title and occupation of the person(s) answering this "Request for Information" and state whether such person(s) has personal knowledge of the responses. In addition, identify each person who assisted in any way in responding to the "Request for Information" and specify the question to which each person assisted in responding. Please include the names and addresses of former employees who were contacted to respond to any of the questions.

### ATTACHMENT B

## INSTRUCTIONS FOR RESPONDING TO REQUEST FOR INFORMATION

- 1. A complete separate response must be made to each individual question in this "Request for Information".
- 2. Precede each answer with the number of the question to which it is addressed.
- 3. In preparing your response to each question, consult with all current or former employees and agents of your company who may be familiar with the matter to which the question pertains.
- 4. Interpret "and" as well as "or" to include within the scope of the question as much information as possible. If two interpretations of a question are possible, use the one that provides more information.
- 5. If you are unable to give a detailed and complete answer or to provide any of the information or documents requested, indicate the reasons for your inability to do so.
- 6. If you have reason to believe that an individual other than one employed by your company may be able to provide additional details or documentation in response to any question, state that person's name, last known address, phone number and the reasons for your belief.
- 7. For each document produced in response to this "Request for Information", indicate on the document, or in some other reasonable manner, the number of the question to which it applies.
- 8. If anything is deleted from a document produced in response to this "Request for Information", state the reason for, and the subject matter of, the deletion.
- 9. Provide all documents that relate to each question. If a document is requested but is not available, state the reason for its unavailability. In addition, to the best of your ability, identify any such document by author, date, subject matter, number of pages, and all recipients and their addresses.
- 10. As used herein "relate to" or "relating to" means constituting, defining, containing, embodying, reflecting, identifying, stating, referring to, dealing with, or in any way pertaining to. "Document" as used herein means any recording of information in tangible form, including memoranda, handwritten notes, invoices, checks, manifests, tape recordings, computer databases, or any tangible or physical objects however produced or reproduced upon which words or other information "are affixed or recorded or from which by appropriate transcription written matter or a tangible thing may be produced.
- 11. Whenever in this "Request for Information" there is a request to identify a person or an entity other than a person, state the person or entity's full name, last known employment, present or last known home address, and telephone number.

- 12. As used herein, the term "facility," "hazardous substance," "person," and "release" shall have the meaning set forth in Section 101(9), (14), (21) and (22) of CERCLA, 42 U.S.C. §9601(9), (14), (21), and (22), respectively.
- 13. In answering these questions, every source of information to which you have access should be consulted, regardless of whether the source is in your immediate possession or control. All documents or other information, including records of all types of manufacturing, treatment, transportation or disposal operations, in your possession or in the possession of the Corporation should be consulted. If you do not have access to certain information and/or documents, state the nature of this information and/or documents, and indicate in whose possession they can be found.

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